



RFI Details

State of Tennessee Sourcing Event

Event ID	Format	Type	Page
32110-0000007212	RFI	RFx	1
Event Round	Version		
1	1		
Event Name	Sign Posts, Blanks, & Delineators		
Start Time	Finish Time		
12/20/2013 16:30:00	01/10/2014 14:00:00		

Bidder: PUBLIC EVENT DETAILS

Submit To:
Contact: Brandon Silby
Phone: 615/532-2440
Email: brandon.silby@tn.gov

Event Description

PRE-BID CONFERENCE NOTIFICATION

READ THE ENTIRE Request for Information (RFI), including the Event Details, Specifications, and Terms and Conditions and any other attachments.

This is not a bid request.

If the Review and bid on this event link included in the e-mail notification does not work, please go to <https://supplier.edison.tn.gov>. Click on the link that says Bid Opportunities and log in with your vendor ID and password.

Note: Information at the pre-bid will be displayed electronically. No paper copies will be provided. Attendees are advised to print copies of the attached event documents for their use at the pre-bid.

This is not a bid request; this is a request for information.

Request for Information (RFI)
Conference: Pre-Bid Conference
Title: SWC 148 - Sign Posts, Blanks, & Delineators
Description: Statewide Contract for Sign Posts, Blanks, & Delineators
Date: 1/09/2014
Time: 2 PM CST
Call-in Phone: (615) 253-8313 - Local
(855) 543-5040 - Outside 615 area code

Location:
Department of General Services
Central Procurement Office
Conference Room - Morrow
Tennessee Tower, 3rd Floor
312 Rosa L. Parks Avenue
Nashville, TN 37243

If you have questions, please call the Central Procurement Office main number at (615) 741-1035 and ask for the Category Specialist.

Factor Summary

Question	Response
Authorized Users: Local Governments, Private Non-Profit Institutions of Higher Education and Eligible Non-Profit Agencies	

The purpose of this Invitation to Bid/Sourcing Event is to establish a source or sources of supply for all state agencies, local governmental units within the geographic limits of the State of Tennessee, any private nonprofit institution of higher education chartered in Tennessee, and any corporation which is exempted from taxation under 26 U.S.C. Section 501(c) (3) as amended and which contracts with the Department of Mental Health and Mental Retardation to provide services to the public (T.C.A. 33-2-401 et seq.). The resulting contract will be open to these governments unless a letter is attached to your bid, addressed to the Central Procurement Officer, requesting exemption to this allowance.

Purchases by local governmental units, private institutions of higher education, and authorized corporations are encouraged but are optional with those agencies, private institutions of higher education, and corporations.

Note: If "no", attach exemption request addressed to the Central Procurement Officer.

Response Required: Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column

No



RFI Details (cont.)

State of Tennessee Sourcing Event

Event ID	Format	Type	Page
32110-0000007212	RFI	RFx	2
Event Round	Version		
1	1		
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Response Comments

Question

Response

Please list the following information regarding your company's contract administrator.

List the Contract Administrator's Name

List the Contract Administrator's Address

List the Contract Administrator's Phone Number

List the Contract Administrator's Toll Free Phone Number

List the Contract Administrator's Pager or Cell Number

List the Contract Administrator's Email Address

List the Contract Administrator's Website

Response Required:

Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column

No

Response Comments

I (we) agree to strictly abide by all the statutes and terms contained in the rules of the Department of General Services, Central Procurement Office, which are by reference made a part hereof, in addition to the special terms, conditions and specifications embodied in the invitation to bid.

IMPORTANT: By Selecting YES, the bidder certifies compliance with the above and further certifies that this bid is made without collusion or fraud.

Response Required:

Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column

Yes

Response Comments

How many days after receipt of purchase order will it take you to deliver this item?

Response Required:

Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column

No

Response Comments



RFI Details (cont.)

State of Tennessee Sourcing Event

Event ID	Format	Type	Page
32110-0000007212	RFI	RFx	3
Event Round	Version		
1	1		
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Start Time	Finish Time		
12/20/2013 16:30:00	01/10/2014 14:00:00		

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Email: brandon.silby@tn.gov

Question	Response
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What is the Brand/Model you are Bidding? Please enter Brand/Model Information on attached Evaluation Model Spreadsheet.

Response Required: No Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No

Response Comments

Please enter the number of days that your bid offer will expire from the bid opening date:

Response Required: Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No

Response Comments

Within the past five years has your firm, any affiliate, any predecessor company or entity, owner, director, officer, partner or proprietor been the subject of:

A. An indictment, judgment, conviction, or a grant of immunity, including pending actions, for any business related conduct constituting a crime under local, state or federal law?

Note: If answering "yes" ", describe using additional pages and attach to this bid.

Response Required: Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No

Response Comments

Within the past five years has your firm, any affiliate, any predecessor company or entity, owner, director, officer, partner or proprietor been the subject of:

B. A federal, state, or local government suspension or debarment, rejection of any bid or disapproval of any proposed subcontract, including pending actions, for lack of responsibility, denial or revocation of prequalification or a voluntary exclusion agreement?

Note: If "yes", describe using additional pages and attach to the bid.

Response Required: Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No

Response Comments



RFI Details (cont.)

State of Tennessee Sourcing Event

Event ID	Format	Type	Page
32110-0000007212	RFI	RFx	4
Event Round	Version		
1	1		
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Bidder: PUBLIC EVENT DETAILS

Submit To:
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Phone: 615/532-2440
Email: brandon.silby@tn.gov

Question	Response
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Within the past five years has your firm, any affiliate, any predecessor company or entity, owner, director, officer, partner or proprietor been the subject of:

C. Any federal or state determination of a violation of any public works law or regulation, or labor law or regulation, or HIPAA, or any OSHA violation deemed "serious or willful?"

Note: : If "yes", describe using additional pages and attach to the bid.

Response Required: Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No

Response Comments

Within the past five years has your firm, any affiliate, any predecessor company or entity, owner, director, officer, partner or proprietor been the subject of:

D. A federal, state, or local government suspension or revocation of any occupational or professional license, certificate, registration or permit, or the voluntary submission of same in connection with any governmental disciplinary action, or the governmental imposition of a civil penalty or fine?

Note: If "yes", describe using additional pages and attach to the bid.

Response Required: Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No

Response Comments

Please complete the attached form, included with the Terms and Conditions document, and attach all pertinent documentation regarding your company's efforts to achieve diversity business participation. This information must be submitted with the bid document and monthly thereafter until a reasonable level of diversity business participation is achieved.

Confirm below that you have completed this attached form by choosing, "Yes".

Response Required: Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column Yes

Response Comments

Please attach documentation that reflects you are registered with the Department of Revenue for sales and use tax, as stated in the Terms and Conditions. If you are exempt, please provide a copy of the communication from the Department of Revenue supporting this exemption.

Response Required: Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No



RFI Details (cont.)

State of Tennessee Sourcing Event

Event ID	Format	Type	Page
32110-0000007212	RFI	RFx	5
Event Round	Version		
1	1		
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Response Comments

Question	Response
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Did you attach completed evaluation model to event through Edison portal?

Response Required: Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No

Response Comments

We request you take a few short minutes to complete this survey. The purpose of this survey is to strengthen procurement processes of the Central Procurement Office (CPO) by capturing Vendor/Bidder assessments of, and actionable comments on, the process put in place by the Central Procurement Office. We hope the survey results will help improve the bidding process by implementing improvements to CPO approaches, processes, and tools.

This survey is optional.

To complete the survey, please go to the following link:
<https://www.surveymonkey.com/s/SWC148>

The survey is titled SWC 148, Sign Posts, Blanks, & Delineators.

Please complete the survey at a separate time from your bid so you do not get timed out of the event due to inactivity.

Note that your response will remain anonymous, and will have no bearing or consideration in the awarding of this procurement.

Response Required: No Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No

Response Comments

Please enter the vendor contact, for the purchase order

List the Contact Person's Name

List the Contact Person's Address

List the Contact Person's Phone Number

List the Contact Person's Toll Free Phone Number

List the Contact Person's Pager or Cell Number

List the Contact Person's Email Address

List the Contact Person's Website

Response Required: Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No



RFI Details (cont.)

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Event ID	Format	Type	Page
32110-0000007212	RFI	RFx	6
Event Round	Version		
1	1		
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Submit To:
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Email: brandon.silby@tn.gov

Response Comments

Question	Response
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All bidders are required to have an adequate service organization for which the bid is applicable. Enter the name, address, telephone, pager or cell phone and fax number, email address, and area of responsibility for each service representative in the spaces provided below. (Attach additional sheet if necessary) Please be sure to include the following information:

- List the Service Organization:
- List the Service Organizations Address:
- List the Area(s) in TN that the Service Organization will Service:
- List the Service Organizations Phone Number:
- List the Service Organizations Toll Free Number:
- List the Service Organizations Pager or Cell Phone:
- List the Service Organizations Fax Number:
- List the Service Organizations Email Address:
- List the Service Organizations Website:

Response Required: Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No

Response Comments

Technical Assistance

Enter the name, address, and telephone number of the technician or service representative in the space provided below.

List the Name of the Technician/Service Representative

List the Technician/Service Representative Address

List the Technician/Service Representative Phone Number

List the Technician/Service Representative Toll Free Phone Number

List the Technician/Service Representative Pager or Cell Number

List the Technician/Service Representative Email Address

List the Technician/Service Representative Website

Response Required: Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No

Response Comments



RFI Details (cont.)

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Event ID	Format	Type	Page
32110-0000007212	RFI	RFx	7
Event Round	Version		
1	1		
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Bidder: PUBLIC EVENT DETAILS

Submit To:
Contact: Brandon Silby
Phone: 615/532-2440
Email: brandon.silby@tn.gov

Question	Response
Please list the following for all licenses and permits required by federal and state law. List the Type of License List the Name on the License List the License Number List the Expiration Date Response Required:	Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No
Response Comments	

The bidder shall indicate whether or not they plan to sub-contract:

No: The bidder does not anticipate using a sub-contractor at this time and agrees to submit a request to subcontract during the contract period prior to using a subcontractor.

Yes: The bidder shall list the subcontractor(s). Attach list of additional subcontractors to the bid, including the following for each subcontractor.

List the Sub-Contractor's Name
List the Sub-Contractor's Address
List the Sub-Contractor's Contact Person
List the Sub-Contractor's Phone Number
Response Required:

Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No

Response Comments



RFI Details (cont.)

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Event ID	Format	Type	Page
32110-0000007212	RFI	RFx	8
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1	1		
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Bidder Information

Firm Name:		
Name:	Signature:	Date:
Phone #:	Fax #:	
Street Address:		
City & State:	Zip Code:	
Email:		



RFI Details (cont.)

State of Tennessee Sourcing Event

Event ID	Format	Type	Page
32110-0000007212	RFI	RFx	9
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1	1		
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Appendix B - Terms & Conditions

1. The undersigned acknowledges that all submitted information and documentation will become the property of the state of Tennessee. The undersigned also affirms that the information given above is true, accurate, and includes pertinent information necessary to identify and explain the operation of this organization to the best of my knowledge and is in no way misleading.
2. Should any data change in the future, the Supplier agrees to immediately submit the correct information electronically through the state's Supplier Portal or the information will be submitted in writing and mailed to one of the following addresses:

If the supplier is actively bidding but has not yet been awarded a purchase order or contract, please submit changes to the following address:

Tennessee Department of General Services
Purchasing Division
3rd Floor Tennessee Tower
Nashville, TN 37243

If the supplier is currently doing business with the state please submit changes to the following address:

Department of Finance and Administration
ATTN: Vendor Maintenance
Division of Accounts
14th Floor Tennessee Tower
Nashville, TN 37243

3. No person on the grounds of handicap or disability, age, race, color, religion, sex, national origin, or any other classification protected by Federal and/or Tennessee State constitutional and/or statutory law shall be excluded from participation in, or denied benefits of, or be otherwise subjected to discrimination in the performance of the Contract or in the employment practices of the Contractor. The Contractor shall, upon request, show proof of such non-discrimination, and shall post in conspicuous places, available to employees and applicants, notices of non-discrimination.
4. The undersigned acknowledges that all submitted information and documentation will become the property of the state of Tennessee. The undersigned also affirms that he/she is a legal citizen of the United States or Permanent Resident Alien and that the information given above is true, accurate, and includes pertinent information necessary to identify and explain the operation of this organization to the best of my knowledge and is in no way misleading.

Last Updated: 06/11/2009



RFI Details (cont.)

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Event ID	Format	Type	Page
32110-0000007212	RFI	RFx	10
Event Round	Version		
1	1		
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